

Job Title: Community Engagement Support Officer - Project NUR

Location: Cardiff/Newport

Hours: This is a flexible, part-time role with a guaranteed minimum of **32 hours per month**. Depending on project progress and operational requirements, additional hours may be available, up to approximately **64 hours per month**. Most shifts will be scheduled during late afternoons and early evenings, with occasional weekend work.

Contract: Temporary (3 months)

Salary: £18 an hour

About the Role

Project NUR is looking for a friendly and approachable individual to support community engagement activities. This role focuses on conducting doorstep questionnaires and sharing information with residents to raise awareness about the project and gather valuable feedback.

Key Responsibilities

- Carry out doorstep questionnaires with local residents in a professional and respectful manner
- Provide clear and accurate information about Project NUR
- Encourage community participation and answer basic questions about the project
- Record responses and feedback accurately
- Report back key findings and insights to the project team
- Represent Project NUR in a positive and approachable way at all times

Skills and Experience

- Strong communication and interpersonal skills
- Confident speaking with members of the public
- Friendly, approachable and professional attitude
- Ability to work independently and as part of a team
- Basic data recording and organisational skills
- Previous experience in community engagement or customer-facing roles is desirable but not essential

Additional Requirements

- Willingness to work outdoors and visit local neighbourhoods

- Flexible approach to working hours, including evenings and weekends
- Understanding of community engagement or local issues (desirable)
- Demonstrable knowledge or interest in community energy initiatives and solar power (desirable)

What We Offer

- Opportunity to make a positive impact in the local community
- Supportive team environment
- Training and guidance provided

Interested candidates are invited to submit their CV to mia@ynniteg.cymru by 24/07/2026.